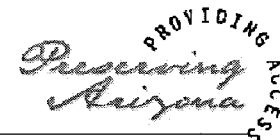


# ARIZONA STATE LIBRARY, ARCHIVES AND PUBLIC RECORDS

GladysAnn Wells, Director



## LAW AND RESEARCH LIBRARY DIVISION

General Information Services: (602) 926-3870 Legal Information Services: (602) 926-3948

JANET FISHER  
Division Director

### ONLINE RESOURCES

<http://www.lib.az.us/is/databases/>

### AGENCY HOME PAGE

<http://www.lib.az.us>

### FIND IT! ARIZONA

<http://findit.lib.az.us/>

### CATALOG

<http://asla.sirsi.net/>

## ELECTRONIC REFERENCE SERVICE

## ABI/INFORM COMPLETE™ VIA PROQUEST®

### OVERVIEW

Designated as one of Arizona's Economic Development Information Center (EDIC) libraries, the State Library contracted with ProQuest® for access to the ABI/Inform Complete™. Although most of the journals and other materials focus on business and economics, other topics, from fine arts to medicine, are covered and the text of the *Arizona Capitol Times* (2006 - ) is included. **Searches can be limited to scholarly and peer-reviewed journals.** The service includes:

- **Journals**
    - ◊ access to nearly 4,000 publications, approximately **70% full text**, going back to 1991
    - ◊ access to abstracts of articles going back to 1971
    - ◊ some earlier materials going back to the mid-1920's and some non-journal materials are also included
  - **Hoover's Company Records**
    - ◊ business information about more than 40,000 companies and 600 industries
  - **Wall Street Journal**
    - ◊ **Full text** from 1986 - today
- Note: this does **not** include graphics or stock tables

### ACCESS

#### IP access from any Internet accessible computer in a Legislative building:

1. Go to **Online Resources** page: <http://www.lib.az.us/is/databases/>
2. Locate **ABI/Inform**
3. Select Access at the **Legislature** or: <http://www.proquest.com/pqdauto/>

#### IP access from Law and Research Library computers:

1. Go to **Online Resources** page: <http://www.lib.az.us/is/databases/>
2. Locate **ABI/Inform**
3. Select Access at the **State Library** or: <http://www.proquest.com/pqdauto/>

#### REMOTE access with a State Library Card (for State of Arizona officials and staff):

1. Go to **Online Resources** page (above) or: <http://www.lib.az.us/is/databases/>
2. Locate **ABI/Inform**
3. Select: remote access w/ **State Library Card** or: <http://www.lib.az.us/LibraryCard/>

### BASIC SEARCH

If you have a word, keywords or a phrase that you are searching for or if you are familiar with Boolean operators, you may use the **Basic** screen. Enter your keywords, phrase or Boolean search in the **Basic Search** box. For example:

Keywords:

Enter: **Arizona stadium bond\***

Note: \* indicates that a word has been truncated and the system will search for any words that start with the stem listed, e.g., bond, bonds, bonded, bonding, etc. This is also helpful when searching for verbs and other words with a variety of endings.

Phrase:

Enter: **Canamex Corridor**

Boolean search:

Enter: **Arizona AND (charter school\*)**

Select the **Limit results to full text documents only** box.

When you are ready, select the **Search** button.

From the resulting list of articles, select the article that you would like to view.

Printing an article depends on the format of the article retrieved. If there is a page image option, then you may use Adobe® Acrobat™ Reader to view a Portable Document Format (pdf) version of the document and you may use the Adobe® Acrobat™ Reader print option above the graphic image of each page to print the article.

Otherwise, when you are in **Article View**, select the version of the article that you would like to print and go to the top of the article and select the **Print** button to format the article for printing. Make sure that the print options are what you intended then select the **Print** button in the print dialog box. Select the **Back to Document View** link at the top of the page and then select the **Back to Results** link or do another search.

You may also email the article by selecting the **Email** button on the Article View screen and selecting and completing the information requested on the **Email Articles** screen.

## ADVANCED SEARCH

Select the **Advanced** screen. Enter the main keyword or phrase you are searching for in the first box. Select the appropriate Boolean operator to expand or limit your search then enter the keyword or phrase that you want to use to expand or limit your search in the second box. If necessary, repeat with the third box. For best results, select **Citation and document text** from the drop down menu of fields to search. For example:

First **Search for** box: Enter: *Internet*

**Field** box: Use the  to select: **Citation and document text**

First **Boolean operator** box: Use the  to select: **WITHIN 3**

Note: This will cause the system to screen for articles with the word or phrase which follows within three words of the word or phrase in the first **Search for** box.

Second **Search for** box: Enter: *tax\**

Remember, the \* indicates that a word has been truncated and the system will search for any words that start with the stem listed, e.g., taxes, taxed, taxation, etc.

**Field** box: Use the  to select: **Citation and document text**

Second **Boolean operator** box: Use the  to select: **AND**

Note: This will cause the system to NARROW the search to articles which include the word or phrase in the third **Search for** box.

Third **Search for** box: Enter: *Arizona*

**Field** box: Use the  to select: **Citation and document text**

In the **Date Range** box: Use the  to select: **Last 12 months**

In the **Limit results to** section: Select **Full text documents only** and **Scholarly journals, including peer-reviewed**

When you are ready, select the **Search** button.

This search should result in a few full-text articles from scholarly or peer-reviewed journals about Internet taxation which mention Arizona. To broaden the search, either remove the search term Arizona or expand the date range specified.

## PUBLICATION SEARCH

If you have a citation for a specific publication, you may use the **Publications** screen to determine if the publication is included as part of the ABI/Inform Complete™ service. You may do a keyword search for a publication, e.g., a search for Arizona returns: *Arizona Business Gazette*, *Arizona Capitol Times* and *AZB, Arizona Business*. Or, you may select a letter for a listing of all publications in the database starting with that letter.

You may then select the publication link to get a listing of each issue of the publication available in the database.

Then you may select the specific issue which was cited to see if you can locate the article you need or you may select the **Search Within Publication** tab above the list to perform a search.

## EXERCISES

On the **Basic** screen do four searches:

1. Search for the phrase: Arizona tourism revenue
2. Search for the keywords: Arizona touris\* revenue
3. Do a Boolean search for: Arizona AND touris\* AND revenue
4. Do a Boolean search for: Arizona AND (touris\* OR revenue)

Limit the results to full-text articles. Compare the number of articles found.

On the **Basic** screen do the following search:

Qwest

Use the  to select **Business - Hoover's Company Records** from the database menu.

Get the address of the company headquarters.